



PATIENT CARE REPRESENTATIVE PROGRAM CHECKLIST

As you start your Futuro Health Scholar Journey, we want to ensure that you are set up for success. Please carefully review the acknowledgements, checklist items and timeline below to confirm your readiness and willingness to successfully complete all requirements for the Patient Care Representative (PCR) Program.

REQUIREMENTS FOR THE PROGRAM

- Access to a working computer & reliable internet source
- Ability to commit to 4 months for program completion. This includes 2 months in the prerequisite course – Human Touch Healthcare, followed by 2 months in the Patient Care Representative technical program.
- Access to your Futuro Health scholar portal to complete the following:
 - Save Coach contact information (main point of contact)
 - Sign all Scholar Agreements
 - Complete Application & Registration Payment
 - Access Education Journey
 - View Career Services

PRIOR TO STARTING HUMAN TOUCH HEALTHCARE PREREQUISITE COURSE

- Connect with your Futuro Health Coach to select & confirm a start date for Human Touch Healthcare.
- Pay application fee (\$150) in your Futuro Health scholar portal
- Prepare for success
 - Communicate to your Coach what you are excited for and what will be the greatest challenge.
 - Acknowledge your responsibility to meet with your Coach upon any changes to your agreed upon timeline.
 - Create a personalized time management plan.
 - Gather a network of support from your family and friends. Accountability is key!

HUMAN TOUCH HEALTHCARE PREREQUISITE (2 MONTHS/8 WEEKS)



- Check your email 1 week prior to start date for course & orientation information
 - Orientation email to include: Canvas access information & course information. **You will need to reply acknowledging that you have read & received this email.*
- Engage in all coursework as required for participation
- Attend required live-sessions
- Connect with Human Touch Healthcare Facilitator as necessary to discuss your coursework
- Review Education Provider information
- Meet with your Coach to discuss Education Provider & confirm PCR program start date
- Complete Human Touch Healthcare capstone assignment & obtain passing grade. **A passing score is required in order to secure a Futuro Health Scholarship into the Patient Care Representative Program.***

ENROLLMENT INTO PATIENT CARE REPRESENTATIVE PROGRAM (AFTER HTH COMPLETION)

- Engage with Ed Provider outreach. **Ed Provider will contact you directly – you must engage with Ed Provider to begin enrollment process. They will become your new point-of-contact in your scholar journey*
- Provide & complete all required enrollment steps as assigned by Ed Provider
 - Complete and turn in all necessary forms
 - Attend/complete Ed Provider orientation **Orientation is often a requirement*
- Prepare for success in the Patient Care Representative Program
 - Ask any & all questions you may have to both Ed Provider and Futuro Health Coach
 - Have schedule availability & time management plan in place

PATIENT CARE REPRESENTATIVE PROGRAM (MONTHS 2-4)

- Read program syllabus
- Acknowledge participation requirements
- Engage & participate in all required coursework



Complete all tests & coursework

OBTAIN A CAREER AS A PATIENT CARE REPRESENTATIVE

Engage with Educational Provider's student or career services team